

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112  
MONDAY, JANUARY 13, 2014**

**EXECUTIVE SESSION: 6:00 PM**

**WORKSHOP SESSION**

**CALL TO ORDER – 6:45 p.m.**

Chairman Klein called the workshop to order at 6:45 pm.

**ROLL CALL**

Harold Harman, Supervisor  
Jay Megonnell, Vice Chairman  
Gloria Zimmerman, Supervisor

Adam Klein, Chairman  
Don Steinmeier, Secretary-Treasurer

**PUBLIC COMMENT: None**

**OLD TOPICS**

Mrs. Zimmerman stated that the problems with the lights at fire station #1 have still not been addressed and resolved. She said the parking lot lights are on during the day which is costing the fire company additional money. The flashing yellow warning lights on Jonestown Road are not working properly. The west side sign is not working at all and the second warning light works sporadically. Ms. England said that one program was cancelled for the parking lot lights which should have fixed the problem. She will contact Kyle Miller regarding both issues. Mrs. Zimmerman informed the Board that the fire company will be applying for a \$200,000 loan instead of \$150,000 due to HB 1706 that will increase the maximum loan amounts. They would like to order the Heavy Rescue at this time, since the process will take several months.

*Mrs. Zimmerman moved, seconded by Mr. Megonnell to authorize the fire company to place the order for the 2014 Pierce Heavy Duty Rescue. Motion passed unanimously.*

Mr. Megonnell asked for clarification regarding the 2014 mileage reimbursement rate set by the Township. Ms. England explained that Resolution 2011-27 stated the Township will follow the rate set annually by the IRS; this eliminates a new Resolution each year.

**NEW TOPICS**

Motion - Rec Center programming doors- Mrs. Fesig addressed the Board regarding the door lock problem at the recreation center. Currently when you swipe your card and access the building the door locks behind you not allowing access to the building to anyone else. Mrs. Fesig has met with Knight Security and there are two options to resolve the problem. A software package can be installed on Mrs. Fesig's computer or Knight Security can remotely set up a program. There is a program that would allow Mrs. Fesig to program doors for each specific class and rental. It was discussed that there should be a second person trained to program the building in the case of Mrs. Fesig's absence. It was decided that Ms. England will have access to the security program if Mrs. Fesig is not available.

***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the purchase of the Winpak Software Package in the amount of \$1,250.00. Mrs. Fesig and Ms. England will have access to the program. Motion passed unanimously.***

Motion – Lower Level Painting, Floor cleaning- Ms. England provided a proposal from Pavone's Carpet Cleaning for the stripping and waxing of the floors in the Township building.

***Mr. Megonnell moved, seconded by Mr. Harman to approve the proposal from Pavone's Carpet Cleaning in the amount of \$910.00 for the stripping and waxing of the floors in the Township building. Motion passed unanimously.***

The Board discussed the proposal from Randall's Painting for painting and repairs to the lower level of the Township building. The Board decided the painting should be done prior to the stripping and waxing of the floors.

***Mrs. Zimmerman moved, seconded by Mr. Harman to approve proposal from Randall's Painting in the amount of \$8,450.00 for painting and repair of the lower level of the Township building. Motion passed unanimously.***

Motion – Employee Bonding- Ms. England explained that the Township insurance policy has \$100,000 coverage for all employees. The Board decided that Mrs. Fesig can be covered under this coverage and there is no need for additional bonding. The Board will rescind Resolution 2014-08 at the January 21<sup>st</sup> meeting and a new Resolution will be approved. Mrs. Marks is currently has a separate bond for \$100,000 which will expire at the end of 2014. The Board suggested that when Mrs. Mark's bond expires she will be covered under the general insurance policy.

Discussion – Proposed Ordinance Amendment, Work Release, Solicitor Yost- Solicitor Yost addressed the Board regarding proposed ordinance amendment that has been discussed. He brought up his concern that the Ordinance may be too restrictive regarding the distances that are listed. He commented that the risk is if the proposed amendment is adopted and it is then declared invalid we may not have the ability to go back to the existing language. He brought up the idea that there may be a better zoning district in which to allow work release centers, halfway house, or detention centers. Solicitor Yost brought up the idea of a conditional use process for any new facilities that are proposed. There was discussion regarding the procedures for the conditional use process. Chairman Klein suggested that a specific definition of non-violent crime or a reference to the criminal code be added the Ordinance. Solicitor Yost and Mr. Rosario will work to locate a new district as well as do further research on the distance guidelines. Mrs. Zimmerman commented that the Board should take their time on amending the Ordinance; there should be no room for interpretation. Mr. Rosario, Zoning Administrator, explained to the Board that he will be issuing a notice of violation to Keystone Corrections because they are in violation of the current Ordinance. There was discussion of the process to proceed with the notice of violation and to what extent legal counsel will need to be involved.

Motion – Amendment to Land Lease Agreements, Verizon Cell Tower- Ms. England explained that it was discovered that Verizon had used an old site plan so the location of the tower facilities on the paper plan was incorrect even though the actual conditions on the site reflect the proper position of the cell tower. This error was corrected on the Land Development plan prior to recording. It does need to be corrected on the exhibits to the Land Lease Agreement and the Memorandum of Land Lease.

*Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the First Amendment to Land Lease Agreement and the Amended Memorandum of Land Lease Agreement between the Township and Cellco Partnership d/b/a Verizon Wireless and authorize execution of the agreements. Motion passed unanimously.*

Motion – Proposed Assessment Appeal Settlement, Tax Parcel 68-024-231

*Chairman Klein moved, seconded by Mr. Megonnell to approve the Proposed Assessment Appeal Settlement for Tax Parcel 68-024-231. Motion passed unanimously.*

**OTHER BUSINESS:**

Ms. England informed the Board that Bob Jones called the office today requesting the Township contact the Patriot News and request that they stop delivering the free flyers to non-subscribers. Chairman Klein commented that it is difficult for the Township to prohibit the flyers being delivered. He suggested that Ms. England call the Patriot News to see if the Township can be removed from the circulation route.

Mrs. Zimmerman requested that Chairman Klein administer the Oath of Office for the Fire Police at the January 21<sup>st</sup> meeting; Ms. England will add it to the agenda. . There was a problem with the alarm on the boiler at fire station #1; Mrs. Zimmerman authorized Bill Haig to call for service for repair.

Mrs. Zimmerman read the following statement issued from the fire company regarding their mailer fundraising campaign.

“The West Hanover Township Fire Company would like to update the community on an error that happened during our current mailer fundraising campaign. Some households that had already made a donation through this mailer may have received a second request. The campaign started in October with the first mailing and was followed up with a reminder mailer in December. The reminder mailer is typically sent to households that did not respond to the original mailer. As the fire company receives donation slips we return the slips in a bulk package to our marketing company. The first batch of donation slips broke open while in process through the US mail. Our marketing company did not receive a complete list of household donors prior to the reminders being sent. This issue did not impact any checks received by the fire company, only the donation slips. We apologize for this error and would like to express our sincere appreciation to the entire community for your understanding and continued support.”

Mrs. Zimmerman requested that the statement be put in the Township Newsletter.

Mrs. Zimmerman asked the Board if Senator Teplitz’s representative can work in the upper level conference room (the lower level office has been cold). The Board has no problem with the request, however if Township staff needs to use the conference room the representative will use another office.

Ms. England informed the Board that EC&S looked into the problem with the heat in the lower level office. She explained what is causing the office to be cooler than the other offices in the lower level. They are recommending two solutions the problem: (1) Replace the two conversion units with heat pumps (estimated cost \$15,000) or (2) Insert heating coils in the air duct (estimated cost

\$2,000-\$4,000). There was discussion regarding the problem and proposed solutions. The Board decided to not do anything at this time.

Mr. Megonnell brought up the following items:

- He reminded everyone that the deadline for the Township Newsletter is January 24<sup>th</sup>. Mr. Kolanda, Codes Administrator, will submit an article regarding Right of Ways.
- Mike Dougherty from the Game Commission is available to attend the February 10<sup>th</sup> workshop to review Act 437. Mr. Megonnell will invite Mr. Bishop who attended the January 6<sup>th</sup> meeting and addressed the Board regarding the Pennsylvania Game and Wildlife Code (Title 34).
- He asked for an update on the Township building roof. Ms. England said Houck Services will have an evaluation for the Board meeting on February 3<sup>rd</sup>.

Mr. Harman informed the Board that Pedestrian Crossing signs have been installed on Red Top Road. The landowner thanked the Board and Public Works staff for installing the signs.

Mr. Steinmeier reminded everyone about the Transportation Funding Meeting on January 17<sup>th</sup> at 9:30 am at the Lower Paxton Township Municipal Building. He will represent the Township at the Dauphin County Tax Collection Committee meeting on January 15<sup>th</sup>.

Mr. Megonnell will attend the CAP Cog dinner on January 20<sup>th</sup>.

Mr. Rosario reminded everyone there is a COMP Plan meeting on January 23<sup>rd</sup> at 5:30 pm at the Township Building.

**ADJOURNMENT: 7:45 PM**